

City of Northampton, MA  
Transportation and Parking Commission

February 13, 2018

MEETING MINUTES

Submitted by: Beth A. Kaplowitt

1. Councilor Jim Nash called the meeting to order at 4:01 p.m. and announced that there would be audio/video recording of this meeting.

Members present and absent/introductions:

| <b>Member</b>   | <b>Present</b> | <b>Time if arriving late or leaving early</b> |
|---|----------------|---|
| Councilor Jim Nash, Acting Chair                      | X              |   |
| Councilor Gina-Louise Sciarra, Vice Chair             | X              |   |
| Donna LaScaleia, DPW Director                         | X              | Arrived at 4:02 p.m.                          |
| Jody Kasper, Chief of Police                          | X              |   |
| Wayne Feiden, Director of Planning and Sustainability | X              |   |
| David Pomerantz, Director of Central Services         | Absent         |   |
| Christa Grenat, Citizen                               | X              |   |
| Gary Hartwell, Citizen                                | Absent         |   |
| Rich Cooper, Citizen                                  | X              |   |
| Jami Albro-Fisher, Citizen                            | X              |   |
| Alan Verson, Citizen                                  | X              | Arrived at 4:04 p.m.                          |
| <b>Staff</b>  | <b>Present</b> | <b>Time if arriving late or leaving early</b> |
| Nanci Forrestall, Parking Enforcement                 | X              |   |
| Maggie Chan, Traffic Engineer                         | X              |   |
| Beth A. Kaplowitt, DPW Clerk                          | X              |   |

2. Public comment:

- Kathy Borowski of 218 Audubon Road requested that “No Parking” signs be installed on the east side of Vernon Street from Elm Street to Federal Street, or at least Jewett Street, because it is currently a dangerous situation, especially when there is snow on the ground. Rich Cooper expressed concern that this might just push the problem elsewhere. Councilor Nash and Director Feiden clarified the procedure for addressing the request. DPW Director

LaScaleia said that she would be addressing the topic later in her departmental update, as there is a new process in place to deal with this type of request. She will also talk with Councilor Nash about this new process.

3. Approval of minutes from the previous meeting:

| Motion:  | Motion by:          | Second:      | Vote:                         |
|--|---------------------|--------------|-------------------------------|
| To approve the minutes from the December 19, 2017 meeting. | Gina-Louise Sciarra | Wayne Feiden | Yes, 8<br>No, 0<br>Abstain, 1 |

4. Election of new TPC Chair and Vice Chair:

| Motion:  | Motion by:          | Second:     | Vote:                         |
|--|---------------------|-------------|-------------------------------|
| To open nominations for the election of TPC Chair. | Gina-Louise Sciarra | Jody Kasper | Yes, 9<br>No, 0<br>Abstain, 0 |

| Motion:                                   | Motion by:          | Second:     | Vote:                         |
|---|---------------------|-------------|-------------------------------|
| To nominate Councilor Jim Nash for Chair. | Gina-Louise Sciarra | Jody Kasper | Yes, 9<br>No, 0<br>Abstain, 0 |

| Motion:                                     | Motion by:  | Second: | Vote:                      |
|---|-------------|---------|----------------------------|
| To close nominations for election of Chair. | Rich Cooper |         | Yes, 9 No, 0<br>Abstain, 0 |

**Councilor Jim Nash was elected to Chair by a voice vote of 9 Yes, 0 No, 0 Abstentions.**

| Motion:  | Motion by:          | Second:     | Vote:                         |
|--|---------------------|-------------|-------------------------------|
| To open nominations for the election of TPC Vice Chair | Gina-Louise Sciarra | Rich Cooper | Yes, 9<br>No, 0<br>Abstain, 0 |

| Motion:   | Motion by:          | Second:     | Vote:                         |
|---|---------------------|-------------|-------------------------------|
| To nominate Councilor Gina-Louise Sciarra for Vice Chair. | Gina-Louise Sciarra | Jody Kasper | Yes, 9<br>No, 0<br>Abstain, 0 |

| Motion:  | Motion by:  | Second: | Vote:                      |
|--|-------------|---------|----------------------------|
| To close nominations for election of Vice Chair. | Rich Cooper |         | Yes, 9 No, 0<br>Abstain, 0 |

**Councilor Gina-Louise Sciarra was elected to Vice Chair by a voice vote of 9 Yes, 0 No, 0 Abstentions.**

5. Ordinance for parking on Pleasant Street, necessary because of Complete Streets project:

- Councilor Nash read the Ordinance to the Commission;
- Traffic Engineer Maggie Chan explained that this Ordinance is part of the Complete Streets project:

Section 1: Parking Prohibited All Times

- Between Holyoke Street and Hockanum Road – There is a cycle track present and not enough space for parking;
- Between 258 feet southeasterly of Hampton Avenue and 457 feet southeasterly of Hampton Avenue – There is a raised intersection. Drivers should not be parking at that location;
- Between Millbank Place and Hockanum Road – There is a bike lane present and parking should be prohibited.

Section 2: On-street Parking Meter Zones

- Between Kingsley Avenue and Michelman Avenue – This will reinstate an existing metered parking space which has been bagged off.

| Motion:   | Motion by:          | Second:      | Vote:                         |
|---|---------------------|--------------|-------------------------------|
| To make a positive recommendation to City Council regarding “18.XXX An Ordinance Relative To Parking On Pleasant Street.” | Gina-Louise Sciarra | Wayne Feiden | Yes, 9<br>No, 0<br>Abstain, 0 |

6. Three Ordinances related to the use of bicycles on bicycle lanes, buffered bicycle lanes/cycle tracks, and multiuse trails, to implement Walk/Bike Northampton and clarify some unclear rules:

- Reading of the Ordinances was waived;

- Director Feiden explained the suggested Amendments to the Code of Ordinances as shown in the handout:
  - ♦ Section 285-12 (B)
  - ♦ Section 312-78 (A)
  - ♦ Section 312-80

| Motion:  | Motion by:   | Second:             | Vote:                         |
|--|--------------|---------------------|-------------------------------|
| To make a positive recommendation to send forward to City Council regarding Ordinances 285-12 (B), Section 312-78 (A), and Section 312-80. | Wayne Feiden | Gina-Louise Sciarra | Yes, 9<br>No, 0<br>Abstain, 0 |

7. Appoint Eric Boudreau to replace John Gaustad on the Bicycle and Pedestrian Subcommittee:
- Eric Boudreau is an officer of Friends of Northampton Trails and Greenways, and so can represent that entity at the meetings;
  - Mr. Boudreau would be replacing Mr. John Gaustad, who is stepping down after serving for many years;

| Motion:  | Motion by:  | Second:      | Vote:                         |
|--|-------------|--------------|-------------------------------|
| To appoint Eric Boudreau to replace John Gaustad on the Bicycle and Pedestrian Subcommittee. | Rich Cooper | Wayne Feiden | Yes, 9<br>No, 0<br>Abstain, 0 |

8. Endorse Open Space, Recreation, and Multiuse Trail Plan (2018-2025) as it relates to multi-use trails:
- Director Feiden requested that this topic be put off to a future meeting – perhaps next month’s meeting, and the Committee members agreed.
9. Department and subcommittee committee reports:
- **Department of Public Works (DPW) Updates – Director Donna LaScaleia:**
    - Clement Street Bridge
      - a. The Clement Street Bridge is currently closed and will reopen in summer 2018 after receiving structural repairs;
      - b. The bid opening for the repairs was on January 31, 2018 and the contract was awarded to N.E.L Corporation of Middletown, MA. The cost is under \$300,000. Work is anticipated to start in the spring;

- Holyoke Street
  - a. The section of Holyoke Street where George Cairns and Sons Construction had installed the culvert will be repaved in the spring. Until then, the street will remain closed;
- Sidewalk Inventory
  - a. The sidewalk report is under review by the Department of Public Works. It will be posted on the City website after review;
- Traffic Signal Upgrades
  - a. Request for proposals have been issued for upgrading traffic signal equipment at the intersection of Bridge Road and Jackson Street;
  - b. This project will also include School Zone Flashing Beacons on Bridge Street by the Bridge Street Elementary School;
- TPC Webpage
  - a. The Department of Public works has been working on updating the TPC webpage;
  - b. A parking request form has been developed to streamline the process of establishing new or removing existing parking zones;
  - c. A new traffic calming status spreadsheet has been posted.
- **Department of Planning and Sustainability – Director Wayne Feiden:**
  - Rocky Hill Bike Path
    - a. This concerns the trail where the bike path crosses Route 10 and goes up to Route 66;
    - b. Revised plans will be submitted;
    - c. Hoping to have a public hearing on this matter sometime in the next six months;
  - Extend Rail Trail in Leeds
    - a. The plan is to extend the rail trail up to the town line with limited funds;
    - b. A relatively small grant of \$100,000 has been received for this project;

- c. Discussions with Williamsburg are planned in order to sync this project with their plans for the other side of the town line;
- Roundabout at the Intersection of North King Street and Hatfield Street
  - a. About a year ago, a public hearing was held about the possibility of installing a roundabout at the intersection of North King Street and Hatfield Street;
  - b. There was a lot of support for the idea throughout the City, with the exception of the immediate abutters to the project, but most of those objections were withdrawn after there was an accident that occurred in the front yard of Northampton Transmission that could easily have injured employees who had just finished a project in that area moments before the crash;
  - c. MassDOT requested that the project be put on hold while they did a cost benefit analysis of all of the proposed solutions; that analysis has been completed, and it clearly shows that the roundabout, although the most expensive of the proposed projects, provides the greatest benefit for the cost;
  - d. The right-of-way is half on City property and half on State property, but MassDOT has agreed to take on 100%, which is great news for the City in terms of workload and cost, but leaves the project on MassDOT's timeline;
- Valley Bike Share
  - a. This is like a Zipcar program for bicycles;
  - b. A mid-May 2018 opening on Bike To Work Day is anticipated;
  - c. There will be 500 pedal assist bicycles around the Valley – 140 of these will be in Northampton;
  - d. There are 14 stations that are now ready to be designed – at least half of these are should be ready on opening day;
  - e. The primary costs of the program were covered by a \$1.3 million Federal grant; the only costs for the City are to pour the concrete pads of the stations themselves (the funds for this will come from traffic mitigation); this topic is on the Agenda for the City Council meeting later this week;

- f. The vendor is taking a huge risk, as they are putting up 2/3 of the cost of operations for the program; the contract with the vendor is for five years;
- g. The vendor has 35,000 bicycles in a number of U.S. cities (Baltimore, Birmingham and others), as well as in Europe;
- h. The bicycle stands are being sponsored by businesses;
- Leonard Street in Haydenville
  - a. A draft design, paid for by traffic mitigation funds, was sent to MassDOT three months ago;
  - b. MassDOT's comments on this draft were received yesterday, and have been sent on to the designers;
  - c. There are currently no funds available to build this, but it is being moved through the process;
- Main Street
  - a. The City has received a \$500,000 grant to hire someone to do a study regarding the re-design of Main Street.

10. Set TPC meeting schedule for the remainder of 2018:

- The TPC usually meets on the 3<sup>rd</sup> Tuesday of the month, from 4:00 p.m. – 6:00 p.m. in Council Chambers (please note occasional variations below);
- The schedule is as follows:
  - March 13, 2018
  - April 10, 2018
  - May 15, 2018
  - June 19, 2018
  - July 2018 - to be determined at a later date
  - August 2018 - to be determined at a later date
  - September 18, 2018
  - October 16, 2018
  - November 20, 2018
  - December 18, 2018

11. Councilor Nash announced that a letter that has been received from Tess Poe will be on the Agenda for the next meeting, and will be discussed at that time.

12. Adjourned at 4:44 p.m.

| Motion  | Motion by:          | Second:     | Vote:                         |
|---------|---------------------|-------------|-------------------------------|
| Adjourn | Gina-Louise Sciarra | Jody Kasper | Yes, 9<br>No, 0<br>Abstain, 0 |